

Baltimore City Health Department Current Internship Opportunities

Fall 2016

The Baltimore City Health Department (BCHD) has a year-round internship program and is currently seeking interns for fall 2016 (September-December). All interested applicants must submit a resume and cover letter. Internships may differ depending on the division or program within BCHD. Please see the postings below for all currently available opportunities.

Intern, Administration/Policy and Community Engagement

Job Duties:

- Assist in policy, community engagement, and strategy initiatives
- Staff Chief Policy and Engagement Officer on quick turnaround items

Requirements:

- Ability to perform under tight deadlines
- Strong writing skills

Experience/Skills Preferred: Public health degree preferred

Hours per Week: At least 4 hours per day (20 hours per week)

Length of Internship: Ideally 1 year

Ideal Start Date: Anytime

Pay rate: Unpaid

Location: Baltimore City Health Department, 1001 E Fayette St, Baltimore, MD

Please send a resume and cover letter demonstrating your abilities to meet job expectations to kelleigh.eastman@baltimorecity.gov, stating "Intern, Policy and Community Engagement" in the subject line of the email.

Intern, Communications

Description: The Baltimore City Health Department seeks an intern for its active, fast-paced communications team.

Job Duties:

- Work with the Communications Director and Public Information Officer to promote public health in Baltimore and communicate Health Department messages to media outlets
- Other duties as assigned

Requirements: Strong written and verbal communication skills, creativity, organization, and attentiveness to detail, familiarity with social media, ability to work independently and as part of a team.

Experience/Skills Preferred:

- The ideal candidate would be an undergraduate pursuing a degree in communications, public relations, marketing, journalism, or English
- Experience working with media, writing press materials, and graphic design preferred
- Computer aptitude with basic word processing experience
- Ability to perform under tight deadlines

Hours per Week: Full-time preferred (M-F, 8:30-4:30), can be flexible

Length of Internship: 6 months preferred

Ideal Start Date: September 6, 2016

Pay rate: Unpaid

Location: Baltimore City Health Department, 1001 E Fayette St, Baltimore, MD

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Intern, Long Term Care Ombudsman Program

Job Duties:

- Advocate for and on behalf of long term care facility residents by conducting in-person visits to nursing homes and assisted living facilities
- Other duties as assigned

Requirements: Desire to work with persons with disabilities and older adults, willingness to learn how to advocate, computer literacy, and good writing skills. The intern must have the ability to communicate well with clients, legal, and medical professionals.

Experience/Skills Preferred:

- Computer aptitude with basic word processing experience

Hours per Week: Negotiable

Length of Internship: No less than 6 months

Ideal Start Date: As soon as possible

Pay rate: Unpaid

Location: Baltimore City Health Department, 417 E Fayette St, Baltimore, MD

Please send a resume and cover letter demonstrating your abilities to meet job expectations to kelleigh.eastman@baltimorecity.gov, stating “Intern, Long Term Care Ombudsman Program” in the subject line of the email.
